

**STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
9800 Goethe Road - P. O. Box 269101
Sacramento, California 95826-9101**

CAAG-SP

15 March 2010

MEMORANDUM FOR See Distribution

SUBJECT: State Active Duty (SAD) Vacancy Announcement 2010-17 - Expires 9 April 2010

1. The Military Department is accepting applications for the State Active Duty permanent position indicated below. The applicant selected for this position will be provided an initial limited-term appointment, which is greater than six months and provides full benefit status for the appointee and his/her beneficiaries. *The service member selected for this position will be paid at their federal or California State Military Reserve pay grade, not to exceed W-3.* Continuation and subsequent extension of service of the selected applicant will be determined by the individual's performance of duty and continuation of funding. This vacancy announcement will expire on 9 April 2010 unless sooner rescinded.

2. This announcement has minimum requirements. Failure to comply with these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to paragraphs 3, 4, 5 and the checklist at the end of this announcement.

a. TITLE AND PAY GRADE:	Safety Officer (SAD W-3)
b. EMPLOYMENT LOCATION:	1106th TASMG, Fresno, CA
c. PROJECTED EMPLOYMENT DATE:	1 May 2010
d. SELECTING SUPERVISOR:	Commander

3. The basic qualification requirements are:

a. Military: Members of the active or retired California National Guard or active members of the California State Military Reserve in the grades of W-2 through W-4 may apply.

b. Education/Experience: Completion of military and civilian education requirements commensurate with the grade of the applicant is required. *Attach documentation to support highest level of education.*

c. Must have education, training and experience which demonstrate a thorough knowledge of safety and occupational health standards in both aviation and ground safety.

d. Military Assignments: Assignments appropriate to the grade of the applicant.

e. Communication Skills: Possess excellent written and verbal communication skills and have the ability to communicate effectively with individuals at all levels in both civilian and military organizations.

f. Applicant must meet and maintain physical fitness and height/weight requirements in accordance with published standards. *Attach a copy of your military component's verification of these requirements.* If a current member of the California State Military Reserve or a Retired California National Guard service member, complete and sign our height, weight and military appearance verification form available at <http://www.calguard.ca.gov/casp/Pages/sad.aspx> that indicates your current medical fitness.

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g. Appropriate military uniform with federally recognized, or CSMR recognized, rank will be worn in accordance with military regulation.

h. Ability to analyze, identify and eliminate/control safety and occupational health hazards in both aviation and ground safety environments.

i. Experience in conducting accident investigations in accordance with AR 385-40 and DA Pam 385-40.

4. Desirable qualifications include:

a. Experience serving as an Aviation Safety Officer and/or experience with occupational health and safety in the CA ARNG is desirable.

b. Computer skills and knowledge of MS Word, Power Point and Excel.

c. Familiar with Army Regulations, Army National Guard Regulations, California Army National Guard Regulations, State and Federal Safety and Occupational Health Regulations, and Directives and SOPs pertaining to Safety and Occupational Health.

5. Principle duty functions:

Under the guidance and supervision of the Commander or Deputy Commander, the incumbent is responsible for;

a. Monitors and ensures compliance with local, state and federal agencies in the areas of safety and occupational health.

b. Plans, organizes, monitors and coordinates all activities and operations related to aviation/ground safety and occupational health at the 1106th TASMG to include accident reporting, OSHA, range safety, safety programs on explosives, radiation, Hazmat/FOD, industrial hygiene, hearing/vision protection and conservation, fall protection, and safety council/awards.

c. Advises and reports to the Commander regarding aviation and ground safety issues related to facility operations, ensuring the facility conforms to public law in areas of occupational health and safety.

d. Plans, organizes and supervises safety activities for all personnel assigned to the facility to include accident prevention plans and compliance with safety directives issued by higher authority, including State and Federal agencies.

e. Investigates and reports safety violations and hazards and provides recommendations to eliminate violations and hazards.

f. Performs other duties as assigned.

6. Reimbursement for moving and relocation expenses will not be paid.

7. The applicant selected for this position may be eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify; such as Service Member Assistance Programs, Group Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment and the Military Service Buy Back Program.

8. Interested applicants must submit a completed OTAG Form 900-8 (SAD Appointment Application) and all required supporting documentation to Joint Force Headquarters, Director of State Personnel Programs, ATTN: CAAG-SP, Box #27, P.O. Box 269101, Sacramento, CA 95826-9101. Blank application forms may be obtained from the CAAG-SP website at

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<http://www.calguard.ca.gov/casp/Pages/sad.aspx> or by contacting Ms. Cheryl Arbaugh at (916) 854-3311 or DSN 466-3311. **Original applications must be received in the State Personnel office no later than the close of business on 9 April 2010. Applications will not be accepted via fax or e-mail.**

FOR THE ADJUTANT GENERAL:

Jeffrey W. Magram (15 Mar 10)
JEFFREY W. MAGRAM
Lieutenant Colonel, CA ANG
Director, State Personnel Programs

The following is a checklist to assist with the submission of a complete and accurate application. Explain negative responses.

Have you completed and signed your application form?	
Have you attached a copy of your military and civilian educational documents?	
Have you attached a copy of your height, weight & physical verifications?	